



Application to Take the Michigan Merit Examination (MME)
at a Spring 2009 MME Auxiliary Test Center

**THIS IS A 4-PAGE DOCUMENT. PRINT ALL 4 PAGES,
THEN FOLLOW THE STEPS BELOW.**

Taking the Michigan Merit Examination (MME) at a Spring 2009 MME Auxiliary Test Center consists of **THREE** consecutive days of testing. You will test on **March 10, 11 and 12, 2009**. These are the only dates for 2009 MME Auxiliary Test Centers.

You must be present all three days. If you register to test at a Spring 2009 MME Auxiliary Test Center, but then show up for only one or two days, even if you are ill or have some other valid reason, you will not receive ACT, WorkKeys, or MME scores for tests administered in March 2009.

STEP 1 Determine if you are eligible to test in Spring 2009.

- If you have **NEVER** taken the MME, proceed to **STEP 2** on the next page.
- If you have previously taken all or part of the MME, your eligibility to take it again in Spring 2009 depends on whether you received MME scores in all subjects. Discuss with your Guidance Counselor in which of these groups you belong:

Group A	You have taken the MME but do not have MME scores (Level 1, 2, 3 or 4) in ALL the MME subjects of Reading, Writing, Math, Science, and Social Studies.	Proceed to STEP 2 on the next page.
Group B	You have taken the MME and now have MME scores (Level 1, 2, 3 or 4) in ALL the MME subjects of Reading, Writing, Math, Science, and Social Studies.	STOP - You are not permitted to take the MME again. See note below.

FOR STUDENTS IN "GROUP B" - Legislation has been introduced that would allow some 12th grade students to become eligible for installment payments of the \$4000 Michigan Promise scholarship by taking ACT as an optional assessment. The legislation proposes that the student must first take the complete MME and obtain MME scores (Level 1, 2, 3 or 4) in Reading, Writing, Mathematics, Science, and Social Studies. Some restrictions apply. For updated information about this proposed legislation, visit the MME website (www.michigan.gov/mme).

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STEP 2 Determine if you are eligible to test at an MME Auxiliary Test Center.
Are ALL of the following statements TRUE?

- I am a resident of the State of Michigan.
- I attend a non-public high school.
- I am not a home school student.
- I will be in the 11th or 12th grade in Spring 2009.
- My high school will NOT offer the MME in Spring 2009 (if you are uncertain, ask the Guidance Office at your high school).

If ALL of the statements above are TRUE, proceed to **STEP 3** now. If ANY of the statements above are FALSE, **STOP NOW...** and call the Michigan Department of Education toll-free at 877-560-8378.

STEP 3 Read carefully pages 3 and 4 of this form.

STEP 4 Register for an MME Auxiliary Test Center by completing the registration form (the LAST page of this form). Send or fax your completed registration form to ACT at the address shown on the form. After ACT receives and processes your completed registration form, ACT will send you via US Mail confirmation of your test center assignment.

- Your registration (the LAST page of this form) must be postmarked or faxed by **January 12, 2009**. If you miss this deadline, you will not be permitted to test at a 2009 MME Auxiliary Test Center.

Questions about these instructions?
Call toll-free 877-560-8378

Questions about the Michigan Promise scholarship,
or what it takes to earn this scholarship?
Call toll-free 888-447-2687 (Michigan Department of Treasury)

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Information for Non-Public School Students Taking the Michigan Merit Examination (MME) at an Auxiliary Test Center (Spring 2009)

The Michigan Department of Education has arranged for 11th grade and eligible* 12th grade Non-Public school students to participate in the Michigan Merit Exam (MME). There is no cost for students to participate in MME. Registration to participate at one of the Auxiliary Test Centers is reserved for Non-Public school students whose school has elected not to participate in the MME. Before you register at an Auxiliary Test Center you should confirm with your school that they are not participating. Many of the Non-Public schools in Michigan will participate in the spring 2009 MME administration.

What is the MME?

The MME is a battery of tests given over three days which include the following assessments.

- Day 1—The ACT Plus Writing
- Day 2—WorkKeys® Reading for Information, Applied Mathematics, and Locating Information
- Day 3—Michigan Mathematics, Science, and Social Studies

As a student participating in the MME, you will receive ACT Plus Writing scores that can be used for college admission. You will receive WorkKeys scores which provide a measure of your workplace skill levels in Reading for Information, Applied Mathematics, and Locating Information. In addition, you will receive MME scores which may be used by the Michigan Department of Treasury to determine if you are eligible to receive a Michigan Promise Scholarship for college.

Testing Dates and Registration Process:

The complete Spring 2009 MME will be administered at Auxiliary Test Centers on March 10, 11, and 12. **Students must participate in all three days of testing. Students who do not participate in all three days of testing will not receive ACT, WorkKeys, or MME scores.**

If you wish to participate in the complete MME (Day 1, Day 2, and Day 3), complete the attached Registration Form and:

mail it to—ACT State Testing (55)
301 ACT Drive
P.O. Box 168
Iowa City, IA 52243-0168

or fax it to—319/337-1019

NOTE: All registrations must be postmarked no later than January 12, 2009.

Once you are registered, ACT will send you instructions about the Auxiliary Testing Center MME procedures including some materials you will need to complete prior to test day. These materials will be sent to you in mid-February.

General Information:

- There will be no makeup testing sessions for individuals who cannot complete testing during the designated testing window (e.g., illness, or a schedule conflict).
- Your ACT Plus Writing scores will be sent directly to you at your home address with copies going to your high school and the colleges you designate to receive copies.
- Your WorkKeys scores will be sent to your high school principal, who will provide them to you.
- Questions about MME scores can be directed to 877/560-TEST (8378). Questions about the Michigan Promise Scholarship can be directed to 888/447-2687.

Auxiliary Testing Locations:

The MME will be administered on March 10, 11, and 12 (students must be present all three days), at the following locations:

Detroit	COBO Convention Center 1 Washington Blvd Detroit, MI 48226
Warren	Chrysler Technology Training Center 2500 E Nine Mile Road Warren, MI 48091
Lansing	Lansing Community College West Campus M-Tec Building 5708 Cornerstone Drive Lansing, MI 48917
Gladwin	Cedar Avenue Inn Gathering Room 1220 E Cedar Avenue Gladwin, MI 48624
Munising	Munising Public Schools 411 Elm Avenue Munising, MI 49862

If you have questions, regarding the registration process, please telephone 800/553-6244, ext. 2800 or e-mail your questions to mi.mme@act.org.

*Student Eligibility:

Students enrolled in Grade 11 or Grade 12 who have previously taken the Michigan Merit Exam and have received MME Performance Level scores in Reading, Writing, Mathematics, Science, and Social Studies are NOT eligible to retake the Michigan Merit Exam. If you have questions regarding your eligibility to retake the MME, please call the Michigan Department of Education Office of Educational Assessment at 877/560-8378.

Michigan Merit Examination (MME)

Registration Form

(for Non-public School 11th and Eligible 12th Grade
Students Testing at MME Auxiliary Test Centers)

DIRECTIONS: Non-public school students wishing to participate in the Michigan Merit Examination (MME) must complete the following Registration Form and mail it to: ACT State Testing (55), 301 ACT Drive, P.O. Box 168, Iowa City, IA 52243-0168; or fax it to 319/337-1019. Failure to provide all information by **January 12, 2009** will result in denying your participation in MME Testing.

Following receipt of your completed Registration Form, you will receive confirmation from ACT of your test center assignment along with additional test information.

NOTE: Completed registration forms must be postmarked no later than January 12, 2009.

Student Information:

1. Student's Name: Last Name First Name M.I.
2. Date of Birth: Month Day Year
3. Social Security Number: (optional)
4. Gender (check one):.... ☐ Male ☐ Female
5. Ethnicity (check one):.... ☐ 1. American Indian or Alaskan Native ☐ 2. Asian or Pacific Islander ☐ 3. Black, not of Hispanic Origin ☐ 4. Hispanic ☐ 5. White, not of Hispanic Origin ☐ 6. Multiracial ☐ 7. Other
6. Student's Grade Level: ☐ 11th Grade (Junior) ☐ 12th Grade (Senior)

Student Mailing Address, Telephone, E-mail:

7. Mailing Address: House Number & Street (Apt. No.); PO Box & Number; or RR & Number
City State ZIP Code
8. Telephone Number: Area Code Number
9. E-mail Address:
If needed, use both lines for your entry. Be sure to include the "@" sign in your address.
Additional line for e-mail address if needed.

School Information:

10. Student's High School Name:
11. High School City:
12. Michigan District Code:
(Available from your school Principal)
13. Michigan School Code:
(Available from your school Principal)
14. ACT High School Code:
(Available from your school Principal or you can lookup your ACT High School Code at www.actstudent.org/regist/lookuphs.html)

Auxiliary Testing Sites:

MME Testing will occur at five Auxiliary Test Centers located throughout Michigan. The MME will be administered over three consecutive days. Students must be present all three days. Plan on arriving at your test center no later than 8:00 a.m. on all days. Testing for Day 1 (March 10) will conclude at approximately 1:00 p.m. Testing for Day 2 (March 11) and Day 3 (March 12) will conclude at approximately noon.

If you have questions, please call 800/553-6244, ext. 2800 or e-mail your questions to mi.mme@act.org.

Select your MME test center below. Check one only.

Test Centers

- ☐ Detroit ☐ Gladwin
☐ Warren ☐ Munising
☐ Lansing